



Request for City Council Committee Action From the Department of Public Works

Date: March 19, 2013

To: Honorable Sandra Colvin Roy, Chair Transportation & Public Works Committee

Subject: **2013 Re-adoption of Assessments of Downtown Business Improvement
Special Service District Service Charges for 2013: Set Public Hearing**

Recommendation:

Set public hearing for the re-adoption and assessment of 2013 services charges for the Downtown Business Improvement Special Service District for certain properties within the district, and direct staff to give notice of the public hearing. This public hearing will be held before the Transportation and Public Works Committee on April 16, 2013.

Previous Directives:

Nov 16, 2012 – Resolution 2012R-614 removing certain parcels from the assessment roll for the 2013 DID Service District charges.
Jan 25, 2013 - resolution 2013R-030 cancelling assessments for 2013 DID Service District Charges on additional parcels.

Prepared by: Suzette R. Hjermstad, R.E. Investigator II, 673-2401
Michael D. Kennedy, Director of Transportation Maintenance & Repair

Approved: _____
Steven A. Kotke, P. E., City Engineer, Director of Public Works

Presenters: Andrew Carlson, Project Manager, Transportation Maintenance & Repair

Reviews

Permanent Review Committee (PRC)	Not Applicable
Civil Rights Group	Not Applicable
Policy review Group (PRG)	Not Applicable

Financial Impact

Other financial impact: this action provides for special assessments against properties receiving services.

Community Impact

Neighborhood Notification: Public hearing notices to be sent out

Neighborhood Meetings:

City Goals: Maintain the physical infrastructure to ensure a healthy, vital and safe city

Comprehensive Plan: Not Applicable

Zoning Code: Not Applicable

Background/Supporting Information

A public hearing is required to approve the re-adoption of assessment of service charges for the Downtown Business Improvement Special Service District, commonly called the Downtown Improvement District (DID). Appeals made during the right-to-object period after the approval of service charge assessments last fall were made based on arguments related to notice deficiencies. The appeals culminated in the removal of certain properties from the 2013 assessment rolls. Upon recommending the removal of these properties, the City indicated that it would re-adopt the 2013 service charges to be assessed in 2014, and that the City would provide new notice and a new public hearing. Only affected property owners will receive notice of this proposed public hearing, including their proposed assessment amount for 2013 services. The applicable rates will be those originally set in 2012 for the 2013 Operating Plan.